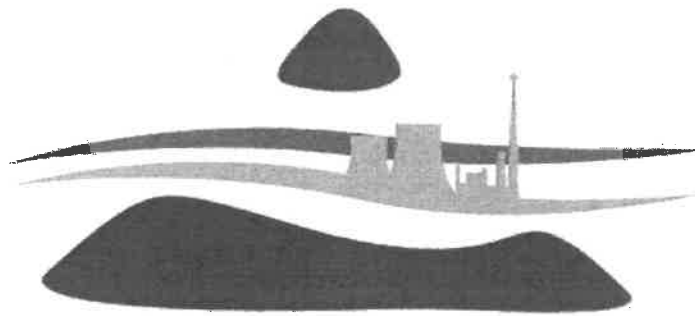




FEZILE DABI DISTRICT MUNICIPALITY

NOTICE NUMBER: SCM-FDDM 001/2026-27

Date: 19 August 2026

Dear: Service provider

Request for Formal Written Quotation

Kindly furnish Fezile Dabi District Municipality with a written quotation for the supply of the goods / services as detailed on the below schedule.

PROVISION OF INTEGRATED SECURITY SERVICES (ARMED RESPONSE, ALARM MONITORING, CCTV AND NFC/BUTTON FOR THE PERIOD OF 36 MONTHS

SEE ATTACHED LIST FOR SPECIFICATION

The quotation must be submitted on the letterhead of your business and can be delivered by hand not later than Tuesday, the 25th August 2026 on or before 12h00 to: Supply Chain Management Unit of Fezile Dabi District Municipality.

The following condition will apply:

- Prices quoted must be valid for at least (30) days from the date of your offer.

- Prices quoted must be firm and must be inclusive of vat.
- In case of an event, preference will be given to local service providers
- A firm delivery period must be indicated, **that is no later than ten (10) working days after issuing an order.**
- For all transaction exceeding R 30 000.00 your SARS tax Clearance certificate/Tax Clearance Pin must be furnished.
- Copy of company registration reflecting equity owned by the members and status be In Business(CIPC)
- **Municipal rates & taxes** information in the bid document must be duly completed by local municipality or landlord.
- This quotation will be evaluated in terms of 80/20 preference point system as prescribed in the preferential procurement policy Regulation of 2022.
- Central Supplier Database (CSD) registration number/summary report must be attached to the tender/bid document.

POINTS ALLOCATION FOR 80/20 PRINCIPLE:

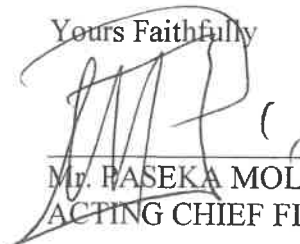
❖ PRICE	80
❖ SPECIAL GOALS	20

Youth 50% more than (provide Shareholders certificate and ID Copy)	(05 points)
Locality (within Fezile Dabi District Municipality, proof of address)	(10points)
Women 50% more than provide Shareholders certificate and ID copy)	(05 points)

Failure to comply with these conditions may invalidate your offer.

NB: Forms for claiming preferential points are available from procurement offices at a cost of R50.00 per copy.

Yours Faithfully



 Mr. PASEKA MOLOI
 ACTING CHIEF FINANCIAL OFFICER

SPECIFICATIONS: PROVISION OF INTEGRATED SECURITY SERVICES (ARMED RESPONSE, ALARM MONITORING, CCTV & NFC/BUTTON) – 36 MONTHS

PROJECT NAME:	PROCUREMENT:- PROVISION OF INTEGRATED SECURITY SERVICES (ARMED RESPONSE, ALARM MONITORING, CCTV & NFC/BUTTON) – 36 MONTHS		
Prepared by:	Mr. Kaizer Molokoane	Signature:	Date : 08 July 2026
Authorized by:	Ms. Gladys Ramaboea Director – Corporate Support Services	Signature:	Date : 08 July 2026

Project Initiation: The municipality intends to appoint a competent and suitably accredited service provider to render integrated security services for a period of thirty-six (36) months, as set out in this specification.

Technical Specifications: Integrated Security Services

This tender is for the appointment of a **competent and suitably accredited Service Provider** for the **provision of integrated security services** to the Fezile Dabi District Municipality (FDDM). The scope includes **armed response services, monitoring, supply and installation of security alarm systems (Texicom Control Panels), Closed-Circuit Television (CCTV) cameras – (Infrared and PTZ)**, as well as the **installation and management of NFC (Near Field Communication) tags or iButton/Touch Memory Tags** for access control and guard patrol monitoring purposes.

A. PURPOSE

1. Fezile Dabi District Municipality invites suitably qualified and experienced bidders to provide integrated security services for municipal buildings for a period of thirty-six (36) months.
2. The services include:
3. 24/7 alarm monitoring and armed response;
4. Supply, installation, linking, maintenance and repair of alarm systems (Texicom Control Panels or compatible equivalent);
5. Supply, installation, upgrading, maintenance and repair of CCTV systems;
6. Supply, installation and management of NFC/iButton/Touch memory tags for guard patrol monitoring and/or access control; and associated security infrastructure maintenance as specified (e.g., electric fence, gates/gate motors, panic buttons, biometrics), including call-outs.

- B. The successful bidder must enter into a Service Level Agreement (SLA) with the municipality. The SLA will define service levels, response times, reporting, and performance monitoring requirements.

SERVICE LEVELS AND PERFORMANCE DEDUCTIONS (SERVICE CREDITS)

Service area	Minimum standard	Measurement	Service credit / penalty (deduction from invoice)
Armed response	Response within SLA time per site (as agreed in SLA).	Per incident (dispatch + arrival log).	2% of monthly armed response fee per late incident, capped at 10% per month per site.
Monitoring / control room	24/7 monitoring availability and event logging.	Monthly uptime and incident logs.	Pro-rata deduction for downtime plus 2% of monthly monitoring fee for failure to maintain logs/reporting.
Quarterly preventative maintenance	All planned PM activities completed per quarter per site.	Signed PM checklists + evidence where appropriate.	5% of the quarterly PM fee per missed PM activity per site, capped at 20% per quarter.
Reporting	Monthly performance report submitted by the 5th working day.	Report receipt record.	2% of total monthly invoice for late/missing report.
Compliance	PSIRA and statutory compliance maintained for duration of contract.	Verification during audits and on request.	Material breach may result in suspension/termination in terms of contract, without prejudice to other remedies.

Fezile Dabi District Municipality has a mandate to adhere to all relevant legislation applicable to Municipal Finance Management Act (2003), Supply Chain Management Policy, Supply Chain Management Regulations and National Treasury Regulations relating to MFMA among others.

The Municipality has its main office at 10 John Vorster Road, T&H Building at Fichardt Street Sasolburg, and Fire & Rescue Station at 26 Van Reening Street Frankfort.

No	Offices	
1	Municipal Main Office: 10 John Vorster Road, Sasolburg	Ground Floor & 3x Floors
2	T&H Building: Fichardt Street, Sasolburg	Ground Floor & 1x Floor
3	Fire & Rescue Station Van Reening Street, Frankfort	Fire office

C. SCOPE OF WORK & REQUIREMENTS

The successful bidder must provide the following services for the duration of the contract (36 months), for the above listed buildings listed under and any additional municipal sites will be communicated in writing:

1. 24/7 alarm monitoring via the bidder's control room and armed response to alarm activations.
2. Link and integrate existing municipal alarm systems to the bidder's monitoring/control room (including radio receiver and antenna where required).
3. Maintain and support the existing alarm system infrastructure and panels (Texicom Control Panels or compatible equivalent).
4. Supply, install, configure and commission additional CCTV cameras (**Infrared and PTZ**) and related equipment as and when required by the municipality (locations to be confirmed during site inspection and/or as instructed during the contract).
5. Provide preventative maintenance, repairs, replacements of defective components, and technical support for alarm systems, CCTV systems and NFC/iButton/Touch tag systems, including call-outs.
6. Supply and install NFC/iButton/Touch memory tags and provide reporting functionality for guard patrol verification/patrol monitoring (and/or access control where applicable).
7. Upgrade, maintain and repair existing electronic gates, gate motors, rails/tracks and related accessories, where installed at municipal sites.
8. Upgrade, maintain and repair existing electric fence installations and provide a valid Certificate of Compliance (CoC) where required in law.
9. Supply and install additional panic buttons (fixed and/or remote) as and when required (quantities and locations will be confirmed after award).
10. Upgrade, maintain and repair existing biometric/fingerprint reader systems, including accessories, where installed.
11. Provide monthly performance reports and attend performance review meetings as scheduled by the municipality (Section 116(2) MFMA monitoring).
12. Train up to seventeen (17) designated municipal officials on system operation, alarm/CCTV access procedures, and fault reporting/escalation.

General Technical Specifications

1. The bidder must comply with all applicable legislation and regulatory requirements, including (but not limited to) the MFMA, SCM Regulations, PSIRA legislation, COIDA, labour legislation, and any applicable occupational health and safety requirements.
2. The bidder must operate a fully functional and staffed control room for remote monitoring, and must provide proof of registration and/or licensing where applicable.
3. The municipality reserves the right to verify the bidder's operational control room and response capability prior to award and/or during the contract.
4. Alarm response time must be a maximum of four (4) minutes from receipt of a valid alarm signal (subject to site location and access constraints, as set out in the SLA).
5. Response officers must be appropriately trained, PSIRA-registered, and must wear full uniform and visible identification (ID cards).

6. The bidder must have a minimum of five (5) branded emergency response vehicles available for the contract area, with proof of ownership or lawful use (e.g., registration documents or lease agreements) and valid licence discs.
7. The bidder must be registered with the Private Security Industry Regulatory Authority (PSIRA) and must submit a valid PSIRA registration certificate and a current letter of good standing.
8. Key management personnel responsible for armed response operations must be PSIRA registered at the appropriate grade and must provide proof of registration.
9. Where brands are referenced for compatibility (e.g., Texicom), the municipality will accept equivalent or superior equipment that is compatible with existing infrastructure and approved by the municipality.
10. All alarm, CCTV and tag systems must be compatible with existing municipal systems and/or be capable of integration to the bidder's monitoring platform.
11. The bidder must demonstrate relevant experience in integrated security services, including armed response, monitoring, installation and maintenance of alarm systems, CCTV systems, and NFC/iButton patrol monitoring systems.
12. The bidder must provide a valid Certificate of Compliance (CoC) for electric fence work where required by law and applicable regulations.
13. **A compulsory site briefing and inspection session will be held; attendance is mandatory.** The purpose is to allow bidders to inspect all sites and confirm scope, access arrangements and the applicable BOQ bands per site (without publishing sensitive baseline quantities).
14. Bidders must price strictly in accordance with the BOQ and the bands selected per site.
15. The Municipality will validate band selection during evaluation and/or due diligence; any material misrepresentation may result in disqualification.

Skills Requirements:

The bidder must demonstrate:

- a) At least five years of experience in armed response/security services, CCTV system installation, maintenance and repairs, and alarm response.
- b) Proven ability to respond promptly to alarms and maintain CCTV systems.
- c) Qualified and registered security personnel (PSIRA registration), with valid registration numbers and ID cards, and must have police clearance.
- d) Technical expertise in linking existing alarm systems, maintenance, repairs, technical support for alarm systems, and installation of NFC (Near Field Communication) Tags or iButton/Touch Memory Tags and CCTV cameras
- e) Capacity to conduct quarterly maintenance and system inspections.
- f) Ability to provide reliable communication channels for CCTV feed access.
- g) Good standing with relevant authorities, including valid tax and COIDA compliance.
- h) References from previous clients demonstrating successful security service delivery.

D. TRAINING

- (a) The municipality requires training for up to seventeen (17) designated municipal officials on system operation and first-line fault reporting/escalation.
- (b) The successful bidder must develop and deliver a training programme (virtual and/or onsite as required) and must provide training material and attendance registers.
- (c) The municipality will nominate the officials to be trained and will coordinate dates with the successful bidder after award.

E. OWNERSHIP OF ADDITIONAL SECURITY SYSTEMS INSTALLED AS DESCRIBED IN (C) ABOVE

The additional systems installed will be supplied once-off and as-and-when-needed. The ownership will remain with Fezile Dabi District Municipality.

F. TERMINATION

The contract will terminate at the end of a three (3) years period.

G. PERFORMANCE MANAGEMENT

In terms of Section 116 (2) of the MFMA, the municipality is required by Law to monitor the performance of service providers on a monthly basis in line with the performance areas as stipulated in the Service Level Agreement (SLA). The monitoring of provider will be done on a monthly basis during the implementation of the maintenance and provision of security services.

PRICING SCHEDULE / BILL OF QUANTITIES (BOQ)

Description	Unit	Band / Qty	Frequency	Rate (Excl VAT) (R)
A. Fixed monthly services (priced per site)				
A1. 24/7 alarm monitoring (alarm receiving, event logging and escalation) for each municipal site in accordance with the SLA.	Site	N/A	Monthly	
A2. Armed response availability and response services for each municipal site in accordance with the SLA, including incident reporting and liaison with SAPS where required.	Site	N/A	Monthly	
A3. NFC/iButton patrol monitoring platform hosting/licensing and support (where implemented), including user support and reporting.	Site	N/A	Monthly	
B. Quarterly preventative maintenance (bands priced per site)				
B1. CCTV preventative maintenance per site (cleaning, alignment checks, cabling checks, configuration validation, health reporting) - Band A	Site	0-35 cameras	Quarterly	
B2. CCTV preventative maintenance per site (cleaning, alignment checks, cabling checks, configuration validation, health reporting) - Band B.	Site	0-20 cameras	Quarterly	
B3. CCTV preventative maintenance per site (cleaning, alignment checks, cabling checks, configuration validation, health reporting)- Band C.	Site	0-10cameras	Quarterly	
B4. Alarm doors contacts preventative maintenance per site - Band A.	Site	0-12 zones/sensors	Quarterly	
B5. Alarm doors contacts preventative maintenance per site - Band B.	Site	0 - 10 zones/sensors	Quarterly	
B6. Alarm doors contacts preventative maintenance per site - Band C.	Site	0-6 zones/sensors	Quarterly	
B7. Alarm beams contacts preventative maintenance per site - Band A.	Site	0-12 zones/sensors	Quarterly	

B8. Alarm beams contacts preventative maintenance per site - Band B.	Site	0 - 10 zones/sensors	Quarterly	
B9. Alarm beams contacts preventative maintenance per site - Band C.	Site	0-5 zones/sensors	Quarterly	
B10. Electric Fence Inspection, Testing and Preventative Maintenance, including the Nemtek Druid Energizer, Radio Transmitter, Siren Interface, Battery, Keypad, Earth System and associated components.- Band A.	Site	280 m	Quarterly	
B11. Electric Fence Inspection, Testing and Preventative Maintenance, including the Nemtek Druid Energizer, Radio Transmitter, Siren Interface, Battery, Keypad, Earth System and associated components. - Band B.	Site	245,1 m	Quarterly	
B12. Electric Fence Inspection, Testing and Preventative Maintenance, including the Nemtek Druid Energizer, Radio Transmitter, Siren Interface, Battery, Keypad, Earth System and associated components.- Band C.	Site	185,4 m	Quarterly	
B13. Biometric access control preventative maintenance per site - Band A.	Site	0-30 devices	Quarterly	
B14. Biometric access control preventative maintenance per site - Band B.	Site	0-14 devices	Quarterly	
B15. Biometric access control preventative maintenance per site - Band C.	Site	0-10 devices	Quarterly	
B16. Gate motor preventative maintenance per site - Band A.	Site	2 motors	Quarterly	
B17. Gate motor preventative maintenance per site - Band A.	Site	2 motors	Quarterly	
B18. Gate motor preventative maintenance per site - Band C.	Site	1 motors	Quarterly	
B19. Passives movement control preventative maintenance per site - Band A.	Site	0-325 devices	Quarterly	
B20. Passives movement control preventative maintenance per site - Band B.	Site	0- 240devices	Quarterly	
B21. Passive movement control preventative maintenance per site - Band C.	Site	0-10 devices	Quarterly	

C. As-and-when-required (unit rates)				
C1. Call-out fee (Business hours).	Visit	1 callout	As required	
C2. Call-out fee (After hours).	Visit	1 Callout	As required	
C3. Call-out fee (Weekends/Public holidays).	Visit	1 callout	As required	
C4. Labour rate - Technician.	Hour	N/A	As required	
C5. Labour rate - Senior Technician.	Hour	N/A	As required	
C6. Fault finding / diagnostics (per visit) - where applicable.	Visit	N/A	As required	
C7. Supply and installation of NFC/iButton/Touch memory tag (incl. programming and registration).	Tag	N/A	As required	
C8. Supply and installation of IP CCTV camera - standard (incl. mounting, configuration and testing).	Camera	N/A	As required	
C9. Supply and installation of IP CCTV camera - PTZ (incl. mounting, configuration and testing).	Camera	N/A	As required	
C10. Supply/installation/upgrade of NVR/DVR equipment (incl. configuration and handover).	Device	N/A	As required	
C11. Replacement of CCTV storage HDD.	HDD	N/A	As required	
C12. Supply and replacement of alarm sensor (PIR/magnetic/beam - specify at order).	Sensor	N/A	As required	
C13. Replacement of alarm backup battery (size to be specified at order).	Battery	N/A	As required	
C14. Integration/linking of Texecom control panel to control room (incl. commissioning/testing).	Panel	N/A	As required	
C15. Gate motor repair - minor (excluding parts).	Repair	N/A	As required	
C16. Gate motor repair - major (excluding parts).	Repair	N/A	As required	
C17. Electric fence repair (excluding parts) - per meter repaired.	Meter	N/A	As required	
C18. Electric fence Certificate of Compliance (CoC) issuance (where required after new work/repair).	Certificate	N/A	As required	

C19. Supply and installation of biometric reader/device (incl. configuration and testing).	Device	N/A	As required	
C20. Biometric user enrolment / configuration support.	Hour	N/A	As required	
C21. Supply and installation of panic button - fixed/wired.	Button	N/A	As required	
C22. Supply and installation of panic button - wireless.	Button	N/A	As required	
C23. Panic button monitoring and testing (where implemented).	Button	N/A	Monthly	

Notes: Bands A, B and C are simply size categories. They are used to group municipal sites according to the amount of security equipment installed at each site (1) Items in Sections A and B are priced per site. (2) Band applicable per site must be confirmed during the compulsory site briefing/inspection. (3) The Municipality will validate Band selections during evaluation and/or due diligence; any material misrepresentation may result in disqualification. (4) Parts and consumables (where not listed as a separate BOQ item) must be charged at cost plus a disclosed mark-up (to be stated in the bid submission).

Note: Above indicated quantities are average quantities.

SUMMARY OF THE PROPOSAL

Total Bid Price (Excl VAT)	
VAT	
Total Bid Price (Incl VAT)	
Annual percentage % increase	

H. Estimated Cost

Provide an estimated total cost of all procurements in this project. Example: R1,567,000 and vote number to be used together with funds available

ESTIMATED/ COSTS STRUCTURE

BUDGETED & ESTIMATED AMOUNTS: (Over a period of 36 months)

Security Services Vote:

Year 1

VOTE NUMBER: 30252285400F2MRCZZHO –: R 16 129

Year 2

VOTE NUMBER: 30252285400F2MRCZZHO –: R 30 123

Year 3

VOTE NUMBER: 30252285400F2MRCZZHO –: R 31 087

I. Preferential Points System

Indicate whether the tender will be evaluated in terms of 80/20 below 50 million and 90/10 above 50 million.

80/20

A maximum of 20 points (80/20 preference points system), will be allocated for specific goals. These goals are:

- (a) the promotion of SMMEs located in the local area: 10 Points
- (b) the promotion of enterprises owned by women; youth and disabled individuals: 5 points
- (c) the promotion of enterprises owned by HDI's: 5 points

The promotion of SMMEs located in the local area: 10 Points

Locality of supplier	Points
Within the boundaries of Fezile Dabi District	10
Within the boundaries of the Free State	8

The promotion of enterprises owned by women: 5 points

***Submit an originally certified copy of company registration certificate as proof.

Locality of supplier	Points
Women	5

The promotion of enterprises owned by HDI's: 5 points

Locality of supplier	Points
Youth	5

J. Duration of the Contract

State the contract period

Three (3) years

K. Functional or Technical Evaluation Criteria ANNEXURE "A"

Technical or Functional Evaluation Criteria and Functional Evaluation Report Guideline

Only those tenderers who score the minimum of 70 points in respect of the following criteria are eligible for further evaluation

Criteria	Weight	Points allocated	Documents to be submitted as proof to score points
Relevant experience Bidder must have a minimum of 4 years' experience in executing integrated security service(s) - Less than 1 year - More than 1 year and less than 2 years - More than 2 years and less than 3 years - More than 3 years less than 4 years - More than 4 years =	 0 10 15 20	 20	Bidders must provide - Minimum of three (3) signed contactable/traceable reference letters on client letterhead for integrated security service(s) work done, with commencement as well as completion date, telephone number and email addresses - Company profile clearly stating years in operation/services offered, and a list of relevant experience of integrated security service work done. - CIPC Registration Certificate showing date of company registration (relevant to years of experience)
Regulatory compliance and accreditation: - Non submission of regulatory compliance & accreditation documents - PSIRA registration and letter of good standing; - COIDA compliance; - Key operational personnel PSIRA registration (Grade A or B).	 0 15 25 35	 35	Bidders must provide - Valid PSIRA registration certificate; - Valid PSIRA letter of good standing; - Proof of valid COIDA compliance; - Valid PSIRA certificates for key operational management. - Certificate of a qualified electrician who sign on behalf of a company for electric fence CoC.
Operational monitoring and armed response capability: - Non submission of documents - Project implementation plan for on boarding, testing, handover and training. - 24/7 control room and monitoring capacity; - Alarm response procedures and reporting; - Minimum fleet and staffing to meet SLA response times.	 0 5 10 15 20	 20	Bidders must provide (Organogram) detailing armed response capacity? - Description of control room (location, staffing, systems) and proof of operation; - Implementation plan (timeline, milestones, resources); and training plan and training material outline for up to 17 municipal officials. - Response model and escalation procedure; - Proof of at least five (5) branded response vehicles (registration/lease docs and licence discs) registered under the company name/Directors of the company; - Organogram and deployment plan for the contract area.

Technical capability (installation, integration and maintenance): - Alarm systems (Texicom or compatible equivalent) integration and maintenance; - CCTV installation/upgrading and maintenance; - NFC/Button patrol monitoring solution; - Maintenance capability for electric fence, gates/gate motors, panic buttons and biometrics (where installed).	0 10 18 25	25	Bidders must provide - At least two (2) Technical staff CVs and qualifications/certificates relevant to alarms/CCTV/access control; - Proof of technical support capability (service centre/helpdesk/call-out process); - Proposed preventative maintenance schedule and fault-response turnaround times; - Sample maintenance and incident reporting templates;
TOTAL MAX. POINTS		100	